



**FINANCE/AUDIT COMMITTEE MEETING AGENDA**  
**TRABUCO CANYON WATER DISTRICT**  
**32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA**  
**VIDEO/AUDIO BROADCAST MEETING – SEPTEMBER 9, 2020 AT 1:00 PM**

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**COMMITTEE MEMBERS**

Don Chadd, Committee Chair  
Michael Safranski, Committee Member

**DISTRICT STAFF**

Fernando Paludi, General Manager  
Michael Perea, District Secretary  
Cindy Byerrum, District Treasurer  
Karen Warner, Senior Accountant

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**AGENDA NOTE:**

*Meeting attendees should be aware that the meetings of the Board of Directors are, as required by law, open to the public and the District has very limited powers to regulate who attends Board meetings.*

**CONFERENCE CALL INFORMATION**

*Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, Trabuco Canyon Water District will be holding all upcoming public meetings by Go To Meeting, and will be available by either computer or telephone audio as follows:*

**Computer Audio:** You can join the meeting from your computer, tablet, or smartphone by clicking on the following link: <https://global.gotomeeting.com/join/349651253>

**Telephone Audio:** [1 866 899 4679](tel:18668994679) (Toll Free)

**Access Code:** 349-651-253

*Persons desiring to monitor the Board meeting agenda items may download the Board meeting agenda and documents on the internet at [www.tcwd.ca.gov](http://www.tcwd.ca.gov).*

*You may submit public comments by email to the Board at [mperea@tcwd.ca.gov](mailto:mperea@tcwd.ca.gov). In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 10:00 a.m. (PDT) on the day of the meeting.*

**CALL MEETING TO ORDER**

**VISITOR PARTICIPATION**

*Members of the public wishing to address the Committee regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decisions on matters. The Committee makes recommendations only to the Board of Directors. Members of the public will be given the opportunity to speak to the Committee prior to making a recommendation on the matter. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.*

**TRABUCO CANYON WATER DISTRICT  
FINANCE/AUDIT COMMITTEE MEETING AGENDA | SEPTEMBER 9, 2020**

**ORAL COMMUNICATION**

*Members of the public who wish to make comment on matters not appearing on the agenda are invited to identify themselves and encouraged to make comment at this time. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decision on matters. The Committee makes recommendations only to the Board of Directors. Under the requirements of State Law, Committee Members cannot take action on items not identified on the agenda and will not make decisions on such matters. The Committee Chair may direct District Staff to follow up on issues as may be deemed appropriate. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.*

**COMMITTEE MEMBER COMMENTS**

**REPORT FROM THE GENERAL MANAGER**

**FINANCIAL MATTERS**

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**ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP**

**RECOMMENDED ACTION:**

*Approve the following Finance/Audit Committee Meeting Recap(s) and recommend that the Board receive and file the same. (Consent Calendar):*

1. August 12, 2020

**ITEM 2: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, TENTATIVE FUTURE MEETINGS/ATTENDANCE**

**RECOMMENDED ACTION:**

*Recommend the Board of Directors ratify the Directors' fees and expenses for August 2020 and tentative future meetings/attendance. (Consent Calendar)*

**ITEM 3: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT HEALTH BENEFIT COSTS FOR 2020 OPEN ENROLLMENT**

**RECOMMENDED ACTION:**

1. Committee to receive information at the time of Committee Meeting.
2. Recommend that the Board of Directors adopt the CalPERS 2021 Health Benefit Rates effective January 1, 2020 by Resolution (Action Calendar).

**ITEM 4: DISCUSSION CONCERNING THE PURCHASE OF A VEHICLE FOR TRABUCO CANYON WATER DISTRICT'S HEAVY EQUIPMENT VEHICLE FLEET**

**RECOMMENDED ACTION:**

1. Committee to receive information at the time of Committee Meeting.
2. Approve and recommend the Board of Directors ratify the purchase of one new 2021 Ford F650 truck from Tuttle Click Automotive Group for a not to exceed amount of \$89,705 (Action Calendar).

**TRABUCO CANYON WATER DISTRICT  
FINANCE/AUDIT COMMITTEE MEETING AGENDA | SEPTEMBER 9, 2020**

**ITEM 5: DISCUSSION CONCERNING DISPOSAL OF SURPLUS EQUIPMENT – DISTRICT VEHICLES**

**RECOMMENDED ACTION:**

1. *Committee to receive information at the time of Committee Meeting.*
2. *Recommend the Board of Directors approve the disposal of surplus equipment – District vehicles in accordance with District Policy Regarding the Disposal of Surplus Property Other Than Real Property (Action Calendar).*

**ITEM 6: APPLICATION FOR THE U.S. BUREAU OF RECLAMATION'S WATERSMART GRANTS PROGRAM FOR AN AUTOMATIC METER READING/ADVANCED METERING INFRASTRUCTURE (AMR/AMI) IMPLEMENTATION PROJECT**

**RECOMMENDED ACTION:**

*Committee to receive information at the time of the Committee Meeting. No action required.*

**ITEM 7: DISCUSSION CONCERNING THE PROPOSED BARNEBURG SEWER LIFT STATION DRY PIT PIPING REPAIRS AND INSTALLATION**

**RECOMMENDED ACTION:**

1. *Committee to receive information at the time of Committee Meeting.*
2. *Recommend the Board of Directors approve and authorize the General Manager to contract with SS Mechanical Construction Corporation for the Barneburg Sewer Lift Station Dry Pit Piping Repairs and Installation for \$47,955 (Action Calendar).*

**ITEM 8: OTHER MATTERS**

**RECOMMENDED ACTION:**

*Hear Other Matters from the General Manager or District Staff.*

**ITEM 9: FINANCIAL REPORT**

**A) PRESENTATION OF UNAUDITED FINANCIAL STATEMENTS**

**RECOMMENDED ACTION:**

*Recommend that the Board receive and file the preliminary unaudited financial statements for July 2020 (Consent Calendar).*

**B) BILLS FOR CONSIDERATION**

**RECOMMENDED ACTION:**

*Approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for September 9, 2020 as presented. (Consent Calendar).*

**ADJOURNMENT**

**TRABUCO CANYON WATER DISTRICT**  
**FINANCE/AUDIT COMMITTEE MEETING AGENDA | SEPTEMBER 9, 2020**

**AVAILABILITY OF AGENDA MATERIALS**

*Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Trabuco Canyon Water District Finance/Audit Committee in connection with a matter subject to discussion or consideration at an open meeting of the Finance/Audit Committee are available for public inspection at the Trabuco Canyon Water District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Administrative Facility) or will be posted online on the District's website located at [www.tcwd.ca.gov](http://www.tcwd.ca.gov). If such writings are distributed to members of the Committee less than 72 hours prior to the meeting, they will be available online at [www.tcwd.ca.gov](http://www.tcwd.ca.gov) at the same time as they are distributed to the Committee, except that, if such writings are distributed immediately prior to or during the meeting, they will be posted online on the District's website located at [www.tcwd.ca.gov](http://www.tcwd.ca.gov).*

**COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2**

*In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 858-0277, at least 48 hours in advance of the scheduled Board meeting. Notification at least 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The Board Meeting Room is wheelchair accessible.*

*The District may conduct future meetings electronically (via teleconferencing) during the current ongoing emergency situation.*